



ERNIE FLETCHER
GOVERNOR

CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR MEDICAID SERVICES
COMMISSIONER'S OFFICE
275 EAST MAIN STREET, 6W-A
FRANKFORT, KENTUCKY 40621-0001
(502) 564-4321 (502) 564-0509 FAX
WWW.KENTUCKY.GOV

JAMES W. HOLSINGER, JR., M.D.
SECRETARY

May 5, 2004

Adult Day Health Care Provider Transmittal #A-23

Dear Adult Day Health Care (ADHC) Provider:

The Home and Community Based Waiver (HCBW) is designed to provide care within the community to individuals that otherwise require admission and care in a Nursing Facility. This care is to be provided in a manner that assures the individual's health, safety and welfare. DMS has become aware of some issues related to Home and Community Based Waiver (HCBW) providers and the Adult Day Health Care (ADHC) providers with regard to referrals for assessments and reassessments. To ensure coordination between the HCBW provider and ADHC, beginning immediately, DMS is implementing the following policies:

- The ADHC will review and sign the MAP-351A and the MAP-109-HCBW forms for which ADHC services were ordered by the individual's attending physician. The MAP-351A form has been revised to include a place for the ADHC to indicate agreement or disagreement with the assessment and to sign the form. In the case of disagreement, the ADHC must attach documentation before the packet is submitted to the Peer Review Organization (PRO).
- The MAP-109-HCBW form has been revised to include a place for the ADHC to sign the form. The ADHC will be responsible for attaching the individual's plan of treatment to the MAP-109-HCBW form prior to submission to the PRO.
- A provider letter has been drafted and disseminated to the HCBW providers outlining the new process and reiterating the timeframes associated with referrals for assessments and reassessments.

May 5, 2004

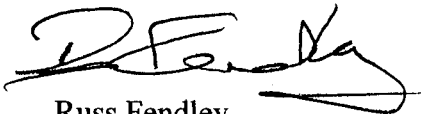
Page 2

- DMS has revised its monitoring process to include oversight of the HCBW providers' referral processing. HCBW providers are required to document and provide individuals with an information sheet explaining the services available under the waiver, a description of those services and a listing of the providers in the area that provide those services.

This new process will help ensure that the individual's needs are met timely and without any limitation to choice of services or providers. All HCBW participants will benefit from this provider cooperation.

If you have any questions regarding this letter, please contact Mary Walker, Branch Manager, Community Based Services Branch at (502) 564-5560.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Fendley", with a long horizontal stroke extending to the right.

Russ Fendley
Commissioner

RF/MW/cvc